



Town of Tyngsborough Finance Committee

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Rob Mullin, Chairperson
Chris Mellen, Vice Chairperson
Linda Geyer

Scott Hammer
Darryl Wickens

Meeting: October 25, 2012

Meeting Location: Town Hall - Room # 1 7:00pm

**Attending Members: Rob Mullin (RM), Chris Mellen (CM), Linda Geyer (LG),
Scott Hammer (SH) and Darryl Wickens (DW)**

Attending Guests: Michael Gilleberto (MG), Kerry Coburn Dion (KCD)

Vote to begin meeting at 7:00 by LG, seconded by DW, and does pass 4-0-0

DW- Member of CPC report- presented information on new Warrant article passed at STM for the restoration of Adams Barn through the use of funds no longer used for their original intended use and those that were left with unused balances. (DW) Pointed out initiative started by the committee and currently headed by (LG) to place signs in front of projects to recognize the use of CPC funds to complete. (LG) stated that temporary signs would be placed in front of the Adams barn and the Old Town Hall until projects are complete.

CM - Member of Sewer Committee- brought the committee up to date on recent initiative to put in sewer within the neighborhood known as Sunset Park. Public hearing and discussions were addressed and the project did not pass due to lack of interest by those that would tie in.

RM – Capital Asset Committee - Committee will meet on Monday night Nov. 5th to review bylaws and any recommended changes to them. Also they intend on electing new officers. Capital Asset stabilization fund has \$200K in it as of right now.

MG - Free cash balance after Special Town meeting votes is apx. \$200K as well. It is expected that this will be used to stabilize the operating budget.

RM - Asked for ideas to improve transparency to the public. LG suggested putting the calendar on Community TV. SH suggested that we make sure the web site calendar is updated regularly with new meetings and agendas. MG agreed to make sure this is done.

RM - Would like to have meetings every other Thursday from now until the budget process is complete. We will make a list and send to Ron.

CM - Concerned that we are not getting enough information from the School Committee and suggested that members of the Fin Comm rotate attending School Comm meetings to bring information back to the committee. No decision was made.

RM - Will request a budget review from the School Comm at the beginning of the budget process.

CM- Asked for a Q1 Expenditure report of the new fiscal year.

MG- Presented Agenda item 4. \$694K was the free cash certified by the state.

Revenues are expected to be level in 2012

Average house value in Tyngsboro is \$310K. Tax rate apportioned policy is set to be voted on by the Selectman on Nov 13th. New growth is expected to be less than last year at apx. \$280K. Right now the state does not project any midyear reductions.

It was recommended by MG that the budget be prepared at level service. He will send out a memo to all dept managers to prepare the budget for 2014 as well as point out what the budget process will be. Managers will also be asked for projected needs above the budget so that a plan can be put in place and if funds become available we may wish to add that to the budget.

RM – Budget process highlights will be in place by mid January

CM – Asked if we could have a debt schedule as soon as possible

RM – Would like to have clear goals and improve on them.

Discussed goals such as meeting with all department managers to discuss their budgets and other projected needs not currently in the budget.

No expenditures that should be part of this year's budget to show up in future town meeting warrants.

The committee would like to put together a written policy as a group within the next few weeks.

LG – Goal is to get summary of School Dept. increase in spending from year to year.

RM- Passed out FC Associates handbook in the form of a CD to all members

RM – Will send out links to the FC Associated site information

CM – Questions – on getting on the MMAA Website

CM – Expressed wishes to increase, whenever possible, regionalization of services provided in duplication with other local communities. Asked that we MG and Selectman look into lights on the bridge.

Vote by LG at 8:40 to adjourn Sec. by SH – all in favor 5-0-0

